

Management Board Expenses
July - September 2015

Version 2

NAME	EXPENDITURE DATE	PURPOSE	MODE OF TRAVEL			ACCOMMODATION	HOSPITALITY	OTHER	TOTAL
			AIR	RAIL	TAXI/CAR				
			£	£	£	£	£	£	
David Beamish <i>Clerk of the Parliaments</i>									
								Nil Return	
Ed Ollard <i>Clerk Assistant</i>									
								Nil Return	
Simon Burton <i>Reading Clerk and Clerk of the Overseas Office</i>									
	25 - 31 July 2015	Travel insurance for attendance at the Professional Development Seminar in Yellowknife, Canada					57.87	57.87	
*	26 - 31 July 2015	Attendance at the Professional Development Seminar in Yellowknife, Canada				490.60		490.60	
*	28 Sept - 1 October 2015	Accommodation in Rabat for the Lord Speaker, Simon Burton and one other member of staff during the Lord Speaker's bilateral visit to the Moroccan Parliament.				1,054.99		1,054.99	
Lieutenant- General David Leakey CMG CBE MA <i>Gentleman Usher of the Black Rod</i>									
								Nil Return	
Andrew Makower <i>Finance Director</i>									
								Nil Return	
Tom Mohan <i>Director of Human Resources</i>									
								Nil Return	
Elizabeth Hallam Smith <i>Director of Information Services and Librarian</i>									

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			£	£	£	£	£	£	£
									Nil Return

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			AIR	RAIL	TAXI/CAR				
			£	£	£	£	£	£	£
Carl Woodall <i>Director of Facilities</i>									
	11 August 2015	Lunch and coffee with G Sharpe (Director of Property, Buckingham Palace) and Brian Finnemore					15.35		15.35
	12 August 2015	Lunch and coffee with Robert Spencer (Partner, AECOM) and Martin Wittekind					17.70		17.70
	14 August 2015	Lunch and coffee with Liz Garlinge (HS2 at Dept of Transport) and Nina Ciuffardi					20.05		20.05
Rob Greig <i>Director of PDS</i>									
									Nil Return

* corporate credit card transaction

STATEMENT FOR S P BURTON

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 01642 663636
Online: www.barclaycard.co.uk/commercial

Company reference:
Card number:
Statement date:
Page number:
Monthly spend limit:
Your reference:

[REDACTED]
5 August 2015
4 of 14
[REDACTED]
[REDACTED]

Date	Description	VAT	Amount
31 Jul 2015	THE EXPLORER HOTEL YELLOWKNIFE NT	(N) 0.00	490.60
030874500015	LODGING, HOTELS, MOTELS, RESORTS 965.20 CANADIAN DOLLAR, Ref exch rate 1.9674; Includes 2.95% Forex fee of £14.06; Your Ref. 1000348354; Purchase Date 31-07-15		
1 new purchases / cash advances. Total of spending.			£490.60

E = Evidence for VAT reclaim; N = Not evidence. (For further information, please refer to the VAT reports sent to your card administrator.)

MR S P BURTON
FINANCE DEPARTMENT
WESTMINSTER
LONDON
SW1A 0PW

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Statement date:
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Your reference:

[Redacted]
5 October 2015
5 of 19
[Redacted]
[Redacted]

Date	Description	VAT	Amount
30 Sep 2015	SOF RBT RECEPTION 1 RABAT	(N)	1,054.99
021074392185	LODGING, HOTELS, MOTELS, RESORTS 15,000.00 MOROCCAN DIRHAM, Ref exch rate 14.2181; Includes 2.95% Forex fee of £30.23		
1 new purchases / cash advances. Total of spending.			£1,054.99

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